

# DEPARTMENT OF DEFENSE



## BUSINESS INITIATIVE COUNCIL (BIC)

March 27, 2003

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
DIRECTOR OF DEFENSE RESEARCH AND ENGINEERING  
ASSISTANT SECRETARIES OF DEFENSE  
DEPARTMENT OF DEFENSE GENERAL COUNSEL  
DEPARTMENT OF DEFENSE INSPECTOR GENERAL  
DIRECTOR OF OPERATIONAL TEST AND EVALUATION  
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Business Initiative Council's (BIC) Approval of Initiatives

The BIC Executive Steering Committee and Executive Directors briefed members of the BIC on March 14, 2003, and requested approval for the eighth set of initiatives. At the conclusion of the meeting, the BIC approved five new initiatives, all of which are summarized in the attachment to this memorandum. The BIC champions for these five initiatives are hereby authorized to develop and launch their implementation plans. While undertaking these efforts, they carry my authority, on behalf of the Senior Executive Council, which is chaired by the Secretary of Defense. I, therefore, expect the full support and cooperation of all staffs across the Department.

Approval of this eighth set of initiatives maintains the phased effort by the BIC to identify and implement ideas that improve the way we conduct our business. The BIC will continue to work collaboratively to bring good ideas forward for consideration. Improving the Department's business operations ultimately takes the combined efforts of leadership and the participation and support of our total workforce.

E. C. "PETE" ALDRIDGE, JR.  
Chairman

Attachment:  
As stated

### BUSINESS INITIATIVE COUNCIL

**Chairman:** Under Secretary of Defense for Acquisition, Technology &

**Logistics:** The Honorable Edward C. Aldridge, Jr.

**Acting Secretary of the Navy:** The Honorable Hansford T. Johnson

**Secretary of the Air Force:** The Honorable Dr. James G. Roche

**Secretary of the Army:** The Honorable Thomas E. White

**Vice Chairman of the Joint Chiefs of Staff:** General Peter Pace

**Under Secretary of Defense (Comptroller) and Chief Financial Officer:** The Honorable Dov S. Zakheim

**Under Secretary of Defense (Personnel & Readiness):** The Honorable Dr. David S. C. Chu

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### ATTACHMENT

#### SUMMARY OF APPROVED INITIATIVES (RESULTS OF BIC MEETING MARCH 14, 2003)

##### Acquisition Management Processes:

**Title:** Validated Combat Requirements New Start Exception

**Description of Initiative:** Create an exception to the current "new start" Congressional notification procedures so that validated combat requirements can be initiated immediately while a Letter of Notification (LoN) is processed and sent to Congress.

**Required Policy Changes/Approach:** Threshold for such actions would be limited. Nominally, \$20M is desired as an upper bound. Service Budget Officers and OUSDC develop legislative strategy for discussion with Congressional Committee Staff Directors. Objective is to affect FY04 appropriations and authorization as necessary. DoD 7000.14R would then be updated.

**Responsible DoD Champion:** Air Force

**Title:** Relax New Start Reporting Requirements

**Description of Initiative:** Alter "new start" notification to Congress thresholds so that Letters of Notification, which are quicker to process than Form 1415-1 notifications, will suffice in more cases.

**Required Policy Changes/Approach:** One year threshold would be changed from current \$2M to \$20M. Three year threshold would be eliminated. Service Budget Officers and OUSDC develop legislative strategy for discussion with Congressional Committee Staff Directors. Objective is to affect FY04 appropriations and authorization as necessary. DoD 7000.14R would then be updated.

**Responsible DoD Champion:** Air Force

##### Installations and Logistics Processes:

**Title:** Re-engineer/Streamline Depot Maintenance Reporting

**Description of Initiative:** Re-charter the 1397 Joint Working Group to re-engineer Depot Maintenance Reporting to streamline the process, improve the data, and consolidate Service, OSD, and Congressional reporting requirements. **Required Policy Changes/Approach:** Implementation would be accomplished by a policy memorandum from USD (AT&L) and OSD(C) or changes to pertinent DoD directives. **Responsible DoD Champion:** Air Force

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### Manpower & Personnel Processes:

**Title:** Direct Entry Individual Ready Reserve (IRR) Program

**Description of Initiative:** Establish policy and procedures so the Services may recruit people with special training or qualifications into Active or Reserve Components without requiring replication of their specialized training or certification.

**Required Policy Changes/Approach:** Alter existing DoD and Service policies accordingly and assure compliance with revised policies. Congressional action will be required if it is necessary to expand the exception to the 12-weeks of training before deployment rule to specialties other than doctors, lawyers, and chaplains.

**Responsible DoD Champion:** OSD(RA)

**Title:** Streamline DoD Passport Application Process

**Description of Initiative:** Align the business processes of the Army's Passport Office with those emerging in industry. Develop an automated system that leverages current DoD databases and reduces steps in the process to acquire an official passport.

**Required Policy Changes/Approach:** Serve as liaison between Defense Manpower Data Center (DMDC) and Department of State to obtain statement of trust for data systems and data collection processes. Develop automated processing of passports with DMDC. Deploy system throughout DoD.

**Responsible DoD Champion:** Army

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